

Preliminary Assessment Report

Project 3027609, 1001 ALASKAN WAY

Assessment Completed: 4/13/2017

Project Description: Interior Alterations to change use from retail to coffee shop at suite 105 of existing commercial building and occupy per plan.

Primary Applicant: [Rachel Weigelt](#)

This report lists the results of a preliminary assessment of your project requirements by various city departments. It's based on the project characteristics described on your site plan and preliminary application form. If your project required a pre-application site visit (PASV), the results of that site visit are also included. The goal of this report is to help you create a complete submittal package and reduce the need for corrections once your application has been submitted.

Next Steps

1. Review the requirements in this report and contact the staff members listed below with questions.
2. If a street improvement plan is required, develop and submit it to the Seattle Department of Transportation (SDOT). **The Seattle Department of Construction and Inspections (SDCI) will not accept your permit application until your street improvement plan is approved as 60% complete by SDOT. See [SDOT Client Assistance Memo 2213](#) for guidance about the 60% complete approval process.**
3. Schedule an appointment for permit application intake with SDCI. **Please bring a copy of this report to your intake appointment.**

Questions About This Report

If you have questions about the information in this report, contact the appropriate city staff member for each section.

SDCI Drainage Requirements

Eric Dripps, (206) 727-3676, Eric.Dripps@seattle.gov

SDCI Land Use Requirements

Jennifer Hagenow, (206) 386-1349, jennifer.hagenow@seattle.gov

SDCI Preapplication Site Visit Requirements

Roger E Moore, (206) 733-9039, Roger.Moore@seattle.gov

Seattle City Light Requirements

Ray Ramos, (206) 615-1193, ray.ramos@seattle.gov

Seattle Department of Transportation Requirements

Emily Ehlers, (206) 518-4608, Emily.Ehlers@seattle.gov

Seattle Public Utilities Requirements

Lan Chau, (206) 727-3584

Other Resources

- General questions about the permit process: Contact the SDCI Applicant Services Center (ASC) at 206-684-8850.
- User-friendly guides to city permitting processes: [SDCI](#) and [SDOT](#).
- [Detailed zoning information](#).
- Visit our [permit type pages](#) for step-by-step instructions and forms for preparing your application and plans for review.

Requirements

SDCI Drainage Requirements

The following requirements are based on the current stormwater and side sewer codes.

****The new 2016 Stormwater Code becomes effective on January 1, 2016. Projects with an accepted application (successful SDCI permit intake) date after December 31, 2015 will be reviewed under the new code. The drainage requirements indicated below are based on the 2016 Stormwater Code. If your project will be submitted prior to January 1, 2016, please contact the SDCI Drainage Reviewer to determine drainage requirements.****

Existing Public Drainage Infrastructure

Sanitary sewer main location: **Alaskan Way**

Sanitary sewer main size: **18-inch**

Storm drainage main location: **Alaskan Way**

Storm drainage main size: **24-inch**

Drainage

The storm drainage point of discharge (SMC 22.805.020) is located at: **Direct to receiving water**

Permanent and Temporary Dewatering

The footing drain (if part of building plan) point of discharge ([DPD DR 4-2011](#)) is located at the following: **Direct to receiving water.**

SDCI Land Use Code Requirements

Land Use

Based on the preliminary scope, the project may qualify for a specific exemption under the City's Shoreline Master Program. Application and decision on the exemption must be made before submission of an application.

Preliminary screening of your project has been completed and it appears that your proposal is located in an environmentally critical area (ECA) which may require an ECA review and SEPA. For additional information about ECAs and SEPA, visit the DPD website (<http://www.seattle.gov/dpd/Codes/>).

Other Requirements

Since your development proposal includes alteration or demo of a 50+ year old structure, you are required to submit a "referral" to the Historic Preservation Program at Department of Neighborhoods (DON). DON staff will review the eligibility of the structure as a landmark. This determination must be made before you can schedule an intake appointment for your project.

Please see [Client Assistance Memo 3000](#) titled "DPD and DON Referral Process for Determining Landmark Eligibility" (pages 3-4). Your referral application should include a response to the "Appendix A of the Interdepartmental Agreement" on page 6 of the CAM. The referral information should be sent to "Karen Gordon, City Historic Preservation Officer, Department of Neighborhoods, PO Box 94649, Seattle, WA 98124".

Once the DON staff review the information contained in your referral, one of the following three determinations will be made:

- 1) The building appears to be ineligible as a landmark and no further Department of Neighborhoods review is required. You may schedule your intake appointment.

- 2) The subject building appears to be eligible and a Landmark Nomination application must be submitted to the DON Historic Preservation Program. This application and determination must occur before DPD permit intake since the outcome of this landmark nomination decision may affect the design or feasibility of your project.
- 3) The subject building/site is determined to be a designated City Landmark. A Certificate of Approval from the Landmarks Preservation Board is required for changes proposed to the designated features of the Landmark. You will need provide a copy of your application for a Landmark Certificate of Approval prior to permit intake. No DPD permit will not be issued until the Certificate of Approval has been issued.

Pre-Application Site Visit (PASV) Requirements

PASV report requirements may be subject to additions, changes, or modifications by the department. The purpose of the report is to alert the applicant that there may be unusual or complex site conditions that trigger requirements from the department regarding this project. **The applicant is responsible for providing all required documents at the intake appointment.** If you have questions about this report or the PASV process, please contact the SDCI Site Development Team at (206) 684-8860.

Note: Any project application associated with the development site can utilize the results from this PASV if the application is accepted by SDCI within 24 months of the above inspection date. After 24 months, the applicant must apply for another PASV. No extensions will be granted.

The site plan did not include the following existing or proposed elements:

Nothing noted on drawing provided for Pre-Application Site Visit.

ECA Mapping Unit and Type

This project site appears to include the following ECAs and/or buffers:

Liquefaction
Flood prone
Fish and wildlife
Shoreline habitat

Potential Impacts to Seattle Parks Property

No parks property in vicinity

Tree Protection

Existing trees appear to be shown accurately on the site plan

Inspectors Notes

No additional Inspector's notes.

Standard Submittal Requirements for Projects in an ECA

Provide a topographic survey with 2-foot contours on and within 25-feet of the property, stamped by a licensed land surveyor (see [25.09.330A](#))

The site is mapped as liquefaction prone. A geotechnical report is required to address liquefaction potential and, if needed, mitigation (see [SMC 25.09.100](#)).

Site is located within the 100-year flood hazard area. Refer to [SMC 25.09.120](#) and [SMC 25.06](#) as well as the Floodplain provisions of the Seattle Building Code or Seattle Residential Code for details.

The lowest floor elevation of any structure located in a flood-prone area shall be no less than 2 feet above the 100-year flood elevation. For projects adjacent to Puget Sound (including those along Elliott Bay, Salmon Bay, and the northern portion of the Duwamish River), FEMA is currently reviewing updated maps of the base flood elevation (BFE) for coastal properties. These draft maps are not yet available on our web site.

Please contact DPD staff for assistance in the determination of the base flood elevation for your property. Joel Lehn at (206) 614-0726 or joel.lehn@seattle.gov

Site is mapped as being within a fish and wildlife habitat area. The characteristics of the fish and wildlife habitat area will be used to evaluate development within wetlands, riparian corridors, steep slopes, and designated habitat areas

Show 100-foot shoreline habitat buffer. All residences must be 25-feet or more from the ordinary high water mark (OHWM). See SMC [25.09.200](#).

Seattle City Light Requirements

Notes to Applicant

Please contact your Electrical Service Representative well in advance for SCL-related electrical advice, metering and billing for the tenant space. Your Electrical Service Representative is: Bill Danbom, 206-386-1797, bill.danbom@seattle.gov. Be advised that it is the applicant's responsibility to seek guidance from SCL. Failure to contact SCL at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

SDOT Requirements

The City of Seattle's Right-of-Way Improvements Manual (ROWIM) and SDOT's Street & Sidewalk Pavement Opening and Restoration (PORR) Director's Rule 2004-02 may be accessed from SDOT's Street Use website at: http://www.seattle.gov/transportation/stuse_docs.htm. Whenever possible, specific reference notation for these two design documents is noted next to the design characteristics below. Be advised that these specific section and chapter references are provided as preliminary guidance only and are not comprehensive in scope.

SDOT Permitting Information

Initial Review Deposit: To be determined

SPU Requirements

Flow Control Compliance

Soil Amendment. Retain and protect undisturbed soil in areas not being developed, and prior to completion of the project, amend all new, replaced, and disturbed topsoil (including construction lay-down areas) with organic matter to the extent required by and in compliance with the rules promulgated by the Director.

On-site Stormwater Management. All trail and sidewalk projects with 2,000 square feet or more of new plus replaced hard surface or 7,000 square feet or more of land disturbing activity shall meet the Minimum Requirements for On-site Stormwater Management contained in Section 22.805.070, to the extent allowed by law.

Solid Waste

Your project is fronted by a major arterial. An alternate location for pickup of your solid waste is required. For questions about solid waste requirements, contact Liz Kain, (206) 684-4166, Liz.Kain@seattle.gov and see CAM 1301; [Solid Waste: Information for Developers](#).

For all multifamily, commercial, and industrial properties, the requirements for solid waste storage and pickup are outlined in SPU CAM 1301, available on the web at: http://www.seattle.gov/util/stellent/groups/public/@spu/@csb/documents/webcontent/cos_004542.pdf. For questions about solid waste requirements, contact Liz Kain, (206) 684-4166, Liz.Kain@seattle.gov.

Other Requirements

Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to SDCI Tip 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or www.seattle.gov/neighborhoods/preservation to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to Tip 208 for information regarding the application requirements for a SEPA review and Tip 3000 for information regarding landmarks and historic preservation.

If the scope of your proposed project changes before your SDCI intake appointment or SDOT street improvement plan application, the requirements in this report may change. If there are municipal code and ordinance changes before our SDCI intake appointment, the project must meet the new code requirements. Additional street improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.

Please be aware that all persons or companies working within the City limits, including all contractors, subcontractors, permit expeditors and other service providers are required to possess a valid City of Seattle business license. This license is required in addition to any other licenses required by the State of Washington, such as a contractors' license or state business license. For more information about City of Seattle business licenses, please contact inspector Michale Crooks at 206-684-8871, Michale.Crooks@seattle.gov, or visit the [Licensing and Tax Administration Division website](#).